

The Wharton School  
**OPIM 291 / MGMT 291 / LGST 206: Negotiations**  
Spring 2010

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Negotiation is the art and science of creating agreements between two or more parties.

This course has two purposes. First we will talk about and apply theories developed as guides to improving negotiating. (That's the science.) Second, students will develop and sharpen negotiating skill by negotiating with other students in realistic cases. (That's the art.)

Since negotiations occur in all kinds of organizations, and in many functional areas within an organization, we will discuss a wide variety of examples. Most of these examples are cases you will actually negotiate. The cases are the heart of the course.

Most of the cases will be distributed in class, but when cases are distributed in advance, please read the cases and think about them before actually negotiating. Preparation will generally get you a better deal (though not always, of course). Furthermore, when you are negotiating in a group, failing to prepare can hurt the entire group. You should also keep up with the assigned readings. The readings are (generally) relevant to the case which is to follow.

Most of the cases will be graded. Here's how: Typically a student will play one of two or more roles in a case -- buyer or seller, for example. The numerical performance of a student who is assigned to be a buyer will be compared only with the performances of other buyers, and the same will apply for sellers. Let  $x$  denote the numerical measure of our buyer's performance. The buyer's score for  $x$  is given by the following formula:

$$\text{Score}(x) = \frac{x - \text{Low Score}}{\text{High Score} - \text{Low Score}}$$

The lowest buyer score will be assigned a value zero and the highest buyer score will be assigned a one. All other scores are between zero and one. Adding all of your scores across the graded cases will determine your aggregate case grade. Your aggregated case grade will constitute 15% of your course grade.

It is absolutely crucial that you participate in the negotiation cases. Missing a case costs you an opportunity to learn, and disrupts the careful balance and pre-assignment of negotiation partners. It also costs the person or persons you were assigned to negotiate with. If you miss a case

without having a good excuse in advance you will earn a score of -1.0. Participating and doing poorly is always better than not participating at all. I will drop your two lowest case scores, but I will not drop a score of -1.0.

There are three additional rules about the cases.

(1) The written background you will receive in each case is meant to represent the preferences and knowledge of real people. You should not show anyone else your written material because in natural settings you would not show people the things the written material represents.

(2) You should not make up facts that are not in the case. People make up facts in real negotiations, of course, but facts that are made up in our cases are hard for others to check. We also have found that people who make up facts do not learn to negotiate. Lying gives them a strategic advantage (of debatable ethicality) which enables them to do well without facing the risk of severe legal and reputational penalties, and without facing up to the more fundamental and difficult aspects of negotiating. In the end, all of your private information will be revealed to your negotiating partner during the debriefing discussions. The tactics you use during a negotiation may well become the subject of a full classroom discussion, and may affect the rating you receive from your classmates (see below).

(3) Many of these cases will involve multiple issues. The number of points a participant receives for each issue will depend on his or her role in the case. You should never reveal your point structure to the other participants in the negotiation. This rule will be made clearer when we get to the relevant cases in the course.

### Readings

There are three required texts, all available in paperback:

Roger Fisher, William Ury, and Bruce Patton's *Getting to Yes*, (Penguin, 2003),

Max Bazerman and Margaret Neale's *Negotiating Rationally*, (Free Press, 1993), and

Avinash Dixit and Barry Nalebuff's *Thinking Strategically*, (W.W. Norton, 1991, reissued 1993).

You should read *Getting to Yes* as soon as possible. It is a quick read and provides some basic lessons for negotiations. Bazerman's text focuses on behavioral decision research and its relation to negotiations. Dixit and Nalebuff's text provides some background on game theory. These readings will provide a foundation for negotiation theory and strategy.

There is a course pack of readings and cases (available at Wharton Reprographics). I will also give a lot of handouts during the course.

### Behavioral Decision Research

These topics are highlighted in the course outline – e.g. see Class 1, “Discuss Escalation of Commitment.” On these days, I will give a brief lecture on these topics. Most of them are discussed in the Bazerman and Neale book. Throughout the course, look for examples of these topics as they appear in the cases you negotiate, and try to incorporate the lessons from these topics into your negotiation strategies.

### Class Feedback

Near the end of the semester you will rate your classmates, on a scale from strongly agree to strongly disagree, on the following item:

“This person helped create value in class discussions”

I will use your average rating as a part of your class discussion grade.

### Class Participation

One of the best ways to learn about negotiation techniques and situations where negotiation may prove useful is from your fellow classmates. For this reason, it is important for you to participate fully in class. Your class participation grade will be based on several things. First, I will keep class attendance and second, I will generally keep track of willingness to take part in class discussions. As explained above, I will also use your classmates’ assessment of how much you created value in the class discussion in deriving your score for this dimension.

### Quiz

There will be a 1¼ -hour quiz in the final class based on the lectures, class discussion, readings, and guest lectures. This will be a closed-book quiz, with short answers.

### Class Presentations – Outside-the-Class Negotiation

We will devote much of the last two days of class to class presentations. The presentations will consist of each individual, one-by-one, presenting to the class a series of no more than six slides (that must be emailed to me by Friday, April 15, at 5 PM) that explains how you prepared for and went about a “real world” negotiation. You can negotiate anything – dry cleaning services, a taxi bill, a restaurant meal, or a couch. In fact, the negotiation need not even involve the exchange of money.

My preference is for you to negotiate in a setting where negotiations are uncommon (e.g., not a flea market). Although you do not need to complete a transaction to complete the exercise, the good or service that you negotiate for should be something that you actually care about and for which you could see yourself completing a transaction.

In your presentation I will be looking for (and grading) the following:

1. Is this an interesting negotiation setting? Any setting will work, but I would prefer to see you initiate a negotiation in a setting where negotiations are not the norm.
2. Preparation. You can write about spontaneous negotiations (e.g., after receiving bad service), but I am interested to see you document how you prepared for the negotiation.
3. Integration of class material. To what extent can you integrate theory and class lessons in analyzing this experience?
4. Identifying key lessons. What did you learn about yourself and/or others from this exercise?

Class members will grade each other and will be instructed to base their grades on the four factors listed above. I will assign the final grade for this component myself, but I will take the class opinion of each presentation into account.

#### Breakdown of Grades

Class Participation	25%
Cases	15%
Presentation of “real world” negotiation during last two classes	25%
Quiz	35%

## Schedule of Classes

### *Class 1a: Monday, January 25: Introduction, Escalation*

Prepare for 1a & 1b: Read “Never Pay Retail Again.” (Course Pack #1)  
Read *Getting to Yes* during the first 2 weeks.  
Class Activity: Course Overview  
Class Norms  
Discuss Escalation of Commitment

### *Class 1b: Monday, January 25: Introduction (continued)*

Class Activity: Negotiate Case #1 (not graded)

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### *Class 2a: Monday, February 1: Distributive Negotiations*

Prepare for 2a & 2b: Read Bazerman & Neale: 1-22  
Read Bazerman & Neale: 67-76  
Read carefully Shell, RG. “When is it Legal to Lie in Negotiations?” (Course Pack #2)  
Class Activity: Discuss Case #1  
Discuss lying

### *Class 2b: Monday, February 1: More on Distributive Negotiations*

Class Activity: Negotiate Case #2 (graded)

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### *Class 3a: Monday, February 8: More on Distributive Negotiations; Availability and Anchoring*

Prepare for 3a & 3b: Read Bazerman & Neale: 23-48  
Read “The Basic Decision Dilemma” (Course Pack #3)  
Read pages 1-27 of Dixit & Nelebuff  
Class Activity: Discuss Case #2  
Discuss Availability and Anchoring  
Review of principles for distributive negotiations

### *Class 3b: Monday, February 8: Introducing Uncertainty*

Class Activity: Negotiate Case #3 (graded)

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*Class 4a: Monday, February 15: Harnessing Uncertainty; Overconfidence*

Prepare for 4a & 4b: Read Bazerman & Neale: 56-64, 77-88

Class Activity: Discuss Case #3  
Discuss Overconfidence

*Class 4b: Monday, February 15: Multi-party Negotiations*

Class Activity: Negotiate Case #4 (graded)

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*Class 5a: Monday, February 22: Multi-party Negotiations*

Prepare for 5a & 5b: Read Chapter 4 in Dixit and Nalebuff

Read Bazerman & Neale: 160-170

Prepare Case #5 (graded): *OPEQ*: Be very familiar with price and profit structure

Class Activity: Discuss Case #4

*Class 5b: Monday, February 22: Oligopoly*

Class Activity: Negotiate Case #5: (graded)

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*Class 6a: Monday, March 1: Oligopoly (Theory and Practice)*

Prepare for 6a & 6b: Read Bazerman & Neale: 89-101

Class Activity: Discuss Case #5

*Class 6b: Monday, March 1: Integrative Negotiations*

Class Activity: Negotiate Case #6 (not graded)

Discuss Case #6

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SPRING BREAK

-- To be Continued --

## Table of Contents

1. “Never Pay Retail Again.” CNNMoney.com, 5/31/2008.
2. Shell, RG. “When is it Legal to Lie in Negotiations?” *Sloan Management Review*: Spring 1991: 32, 93-101.
3. Behn, RD, and JW Vaupel. “The Basic Decision Dilemma.” *Quick Analysis for Busy Decision Makers*, 1982, pp 26 – 53.
4. McMillan, J. “Designing Contracts.” *Games, Strategies, and Managers*, 1996, pp 106-119.

## To be Handed Out in Class

Many cases, questionnaires, and class notes.